

WARREN VOLUNTARY HISTORIC DISTRICT COMMITTEE

Minutes of December 18, 2006 Meeting

**Attendees: Richard J. Valente (RV), Edward J. Theberge (ET), John DaSilva (JD), Patricia Read (PR), John Treat (JT)
Davison Bolster and Jane McDougall – Town Planning Board**

Absent: Eileen Collins (EC)

Location: Town Council Chambers - Warren Town Hall

Theberge: Meeting called to order at 7:04 PM

Theberge: Welcomed David Sousa and Jean Moniz (jmoniz@corliss.org) from the Corliss Center to review the parameters of the Historic District and how their properties are affected by the WVHDC. (ET) reviewed the boundaries of the district.

Treat: Clarified that property owners within the district can make whatever changes they want to their properties. If they want the tax credit, then the changes would need to be reviewed and approved by the WVHDC. Tax credit is spread over 5 to 9 years depending on amount of the credit.

DaSilva: Noted to Mr. Sousa and Ms. Moniz that there is a cap of 20% of the annual tax bill that can be given as a total tax credit.

Theberge: Directed Mr. Sousa and Ms. Moniz to the State regarding a state credit for window replacement/restoration.

Theberge: Advised application should be submitted with quotes and pictures to the Committee should they want to begin the process.

Read: Gave Ms. Moniz a business card for Edward F. Sanderson as a contact at the State level as well as brochure for the State's program.

Valente: Asked for a motion to approve the Minutes of the 11/28/06 meeting.

Motion made by (JT), seconded by (ET) and approved unanimously.

DaSilva: Presented a financial report for both November and December. For the month of November – two expenses (1) \$100 for secretary voucher (2) \$34.63 for tapes. The Committee is underbudget in the amount of \$1,740.42. For the month of December, one invoice submitted for approval - secretary voucher in the amount of \$100 and the committee is underbudget in the amount of \$1,740.42.

Treat: Discussed a marketing campaign for the spring.

Valente: Suggested Mar/Apr timeline to advertise the program to the Town.

Theberge: Will discuss at the Feb. meeting. Possible mass mailing and/or information printed in The Warren Times.

DaSilva: (JD) asked for a motion to approve the December invoice, seconded by (ET) and approved unanimously.

Valente: Asked (PR) to review the Rules and Regulations so commercial properties could be included within the Committee's guidelines. This needs to be completed before the marketing campaign can begin.

Valente: Status Report – note, we have not received any communication from Tony's Wharf and Old Warren Marina. In June, the issue was continued until September meeting. At September Meeting, attorney withdrew the application.

DaSilva: Requested subtotals be added to the Status Report.

Theberge: Presented an overview of the Planning Board meeting from 12/18/06.

Read: Questioned who would be the liasion between the WWHDC and the Planning Board in regards to the Tourister Building project.

Valente: Requested that he be the primary and (ET) be the alternate. Feels it is important for continuity due to the size and scope of the project to have one main contact and an alternate if necessary.

Bolster: Gave a general overview of how the process will work in regards to the Tourister building development. There are three main parts – (1) the Master Plan, (2) the Preliminary Plan and (3) the Final Plan. Feelers sent out regarding hiring a firm to oversee the entire project. They are looking for a group with historic and waterfront experience and can work under this very tight deadline.

DaSilva: Requested the Planning Board notify the committee of the official 120 expiration date of the Master Plan so the committee can review and provide input on time.

Read: (PR) Requested a motion to appoint participating members – (RV) will be the primary contact; (ET) will be the back-up. Seconded by (JT) and passed unanimously.

Valente: After a lengthy discussion of the process and the project, (RV) will prepare a letter to be sent to Gerald Belair at the Meredith Development Group requesting they send each committee member a copy of the November 6th proposal for proper review.

Valente: Requested a motion to adjourn which was made by (JT),

seconded by (ET) and passed unanimously at 9:11pm.

Respectfully submitted: Kristen Ramos